

Belvedere: May 11, 2005

Jerry Butler

TO: Executive Committee

Corte Madera:

Melissa Gill

RE: Review of Bicycle Master Plan Request for Proposal (RFP) Process

Fairfax:

Lew Tremaine

Dear Executive Committee:

Larkspur:

Joan Lundstrom

Marin County and nine of the 11 cities and towns currently have bicycle master plans in place. These plans envision making Marin County a model livable community, with a balance between automobile and safe alternative travel modes, and connecting existing bikeways to provide a continuous link between communities.

Mill Valley:

Dick Swanson

In November 2004, the Marin Public Works Association (MPWA) representatives agreed to support the use of FY 05/06 Transportation Development Account (TDA) funds to update bicycle master plans to meet Bicycle Transportation Accounting (BTA) requirements for those local agencies that desired it. As the Congestion Management Agency, TAM is the agency responsible for programming TDA funds, and can take the lead on implementing the Bicycle Master Plan update process.

Novato:

Pat Eklund

Ross:

Tom Byrnes

San Anselmo:

Peter Breen

Through the RFP process, a consultant will be selected for a multi-year contract to update all local agency plans. The schedule of plan updates will begin with the 2001 Countywide Bicycle and Pedestrian Master Plan, because of its broad outreach. The consultant will update the remaining plans in order of their expiration and insure consistency from plan to plan. Each local agency will provide input into the County process for approval. Following approval of the County Plan, local plans will be updated.

San Rafael:

Al Boro

Sausalito:

Amy Belser

Tiburon:

Alice Fredericks

As shown in the proposal schedule, the MPWA will review the draft proposal scope of work at their May 19 meeting. The scope of work will then be presented to the TAM Board at their June meeting. Following TAM Board approval, the RFP will be distributed and posted on the TAM website. Proposals will be due by July 22nd and the final contract award is expected to be September 1, 2005.

County of Marin:

Susan Adams

Hal Brown

Steve Kinsey

Charles McGlashan

Cynthia Murray

Recommendation

Staff recommends that the Executive Committee review the RFP schedule and provide feedback.

Respectfully Submitted,

Craig Tackabery
Executive Director

Attachments: Bicycle Master Plans Request for Proposal Process

TRANSPORTATION AUTHORITY OF MARIN
Bicycle Master Plan
Request for Proposals Process

| Task | Completion Date |
|---|-----------------|
| 1. Prepare review draft RFP for the Marin County Public Works Association meeting on May 19, 2005 | May 12 |
| 2. Request RFP approval from TAM Board, June 23, 2005 | June 16 |
| 3. Develop RFP distribution list and identify panel members for proposal review and consultant interviews | June 23 |
| 4. Distribute the RFP and post on web site | June 24 |
| 5. Proposals due | July 22 |
| 6. Convene interview panel to review proposals, conduct interviews and recommend consultant | July 29 |
| 7. Consultant recommendation finalized | August 5 |
| 8. Recommend award to TAM Board, August 25, 2005 | August 18 |
| 9. Award contract | September 1 |